

**Division of Behavioral and Social Sciences  
Political Science Department Meeting  
September 14, 2017**

**MINUTES**

**Present:** A. Cranon-Charles, A. Gordon, L. Houske, T. Klein, C. Kroll, J. Mills (CEC), E. Munoz, D. Reed, K. Striepe

**Meeting began at:** 1:00 p.m.

---

**Enrollment and Scheduling**

Department enrollments this semester are the highest of all programs in the division. The fill-rate at census for all Political Science classes reached 105%. Both campus and online sections were filled at the start of the semester. The one soft class was Political Science 5 (Ethnicity in the American Political Process). Demand for Honors resulted in higher than usual requests from students to add Political Science 1 and 10 this semester.

Scheduling is complete for winter and spring, adjunct assignments are being made as the spring schedule development period comes to an end soon. G. Miranda mentioned that Philosophy may wish to offer Phil 117 (Political Philosophy) in alternate semesters in the future. K. Striepe stated that Political Science 7 (Political Philosophy) is primarily comprised of political science majors but a few philosophy majors register in that class each semester.

Also discussed was the need for additional FYE cohorts to meet the needs of that program for more learning community linkages.

**Curriculum**

The department's course review cycle is current. The Honors Transfer Program has requested that the department develop an honors Political Science 10 course. L. Houske will work on doing so this semester but will need assignments from E. Munoz and K. Striepe for inclusion in the proposed course outline.

**Planning**

G. Miranda and the department faculty reviewed the 2017-2018 program plan recommendations in preparation for developing the 2018-2019 plan. A full-time position request to replace E. Antoine should be the number one recommendation. The dean would like the program plan to be completed by early November in time for Division Council review and prioritization. Status reports on 2017-18 also need to be completed.

**SLOs**

E. Munoz reported that assessment reports for spring 2017 have been entered into TracDat. This semester, Political Science 5 (#3) and 7 (#3) are being assessed.

**Adjunct Reemployment Lists/Faculty Evaluations**

The dean reviewed the newly developed adjunct reemployment lists with clarification of who currently meets the criteria set forth in the MOU. V. Chaney and A. Gordon currently meet the ten semester plus, etc. criteria. Also discussed was the importance of effective evaluations for department adjuncts.

**S.I.**

J. Casper and L. Houske are assigned S.I. coaches this semester for the Political Science 1 classes. Also discussed was the need to have updated data on the effectiveness of supplemental instruction. The current data is over three years old.

**Success and Retention Data**

The department's overall success and retention in spring 2017 were discussed. On campus success (72%) and retention (88%) was higher than online classes (65% success and 80% retention). Individual faculty information was circulated as well.

**Department Activities**

D. Reed is planning to attend an AP Symposium in Philadelphia this fall semester. K. Striepe is interested in sponsoring a presentation by the Muslim Affairs committee. L. Houske stated that the department wants to continue the movie presentations offered in past semesters and plans to contact the League of Women Voters on possible documentaries.

D. Reed is interested in working with the Political Science Club.

C. Kroll reminded faculty of the deadline for students to file for their fall 2017 ADT. She also stated that the transfer fair on campus is scheduled for 9/26.

**Committee Assignments**

E. Munoz is the division SLO facilitator. L. Houske represents the department on the Division Curriculum Committee and D. Reed will serve on the Division Council.

**Meeting adjourned at:** 1:55 p.m.

cc: D. Maloney  
J. Shankweiler (electronic copy)  
Compton: R. Murray  
Political Science Department Faculty/Compton Political Science Faculty  
Division Counselors: C. Kroll, B. Mims, R. Miranda